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Staff Senate Meeting Minutes

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## Minutes Staff Senate Meeting, February 10, 2005

University of Arkansas, Fayetteville. Staff Senate

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**MINUTES  
STAFF SENATE MEETING  
THURSDAY, FEBRUARY 10, 2005 at 9:30 a.m.  
Giffels Auditorium, Old Main**

- I. The Staff Senate Meeting was called to order at 9:30 a.m. by Chair, Kenley Haley.
- Members Present: Beth Arbuthnot, Donnie Blagg, Janet Bowlin, Renee Clay, David Edwards, Patricia Edwards, Candy Erbe, Tommi Featherston, Scott Fendley, Gerald Golden, Kenley Haley, Vicky Hartwell, Eric Linson, Bruce McNully, Don Pederson, Gary Smith, Bonnie Swayze, Joe Terry, Shelley Wilmoth and Susan Yell
- Members Absent: Nancy Fondren, Carrie Jackson, Robert Moler, Jonathan Nelson, Sara Seabolt and Eric Vaught.
- II. A motion was presented, seconded, and approved to adopt the agenda as presented.
- III. A motion was presented, seconded, and approved to adopt the January 13, 2005 minutes as presented.
- IV. Presentation of Employee of the Quarter and Team Awards by Candy Erbe
- A. Team Award Winner: Office of Graduate and International Admissions; Honorable Mention: Walton College of Business Career Center and Office of Admissions.
  - B. Employee of the Quarter Award Winners: Category I Professional/Non-faculty Administrative - Scott Kilgore, Plant Maintenance Coordinator, Facilities Management; Category I Professional/Non-faculty Academic - Robyn Moore, Project Program Specialist, Graduate School; Category II Secretarial/Clerical - Lisa Frye, Secretary II, Geography; Category III; Technical/Paraprofessional - Lynne Foster, Personnel Assistant I, Human Resources; Category IV Skilled Crafts/Service Maintenance - Simone Smith, Custodial Worker II, Facilities Management.
- V. Guest Speaker- Tom Jensen, Faculty Senate Chair and Peggy Boyles of the Walton College of Business discussed the American Heart Association Heart Walk on April 2<sup>nd</sup>, 2005 at Bud Walton Arena. Tom issued a challenge to staff, students and faculty to participate in the walk this year and help fight heart disease and stroke. Donnie Blagg volunteered to be a team leader.
- VI. Standing Committees
- A. Legislative- Bruce McNully reported the committee has not met. All Senators interested in attending Legislative Day in early March should contact Bruce. Talking points will be provided for all attendees. Bonnie Swayze suggested that attendees should become familiar with our representatives by visiting the website.
  - B. Internal Affairs- Renee Clay reported the child care proposal was delivered in person by Kenley Haley, and within an hour she received a responding E-mail with thirty questions about the proposal. A meeting with David Martinson revealed that he is supportive to find a way to make it work. Response to the proposal is expected by March. Next issue to be addressed by the committee will be parking.

- C. Scholarship & Awards- Candy Erbe reported the “Excellence in Community Service” award deadline will be March 31<sup>st</sup> and the committee will meet the following week to review the application process. Candy reminded the Senate the scholarship application deadline is May 1<sup>st</sup> and announced recent UA staff graduates will be recognized at the March meeting.
- D. Communications – Janet Bowlin reported the committee has not met. Campus Council received three questions which she handed out to appropriate committees.
- E. Finance - Vicky Hartwell distributed the Staff Senate Budget Summary and reported the Senate may have the funds to rent a van to provide transportation for Legislative Day.
- F. Elections- Janet Bowlin reported that Susan Yell will be an advisor on the committee and will help with upcoming election. Running numbers will be posted to the listserv the following week.
- G. Safety- Joe Terry reported the committee has not met and has no new business to report.
- H. Parking and Transit – Donnie Blagg reported that the campus is discussing campus-wide parking reform including a 5% increase in fees across the board. TPT did not endorse the proposal but it has been sent “up the hill.” Donnie has scheduled a meeting with Transit.
- I. Bonnie Swayze requested an exception to the agenda to report for Ad Hoc Committee: Fringe Benefits- Bonnie reported neither the Systems nor Campus committees have met. A copy of the Experience Report has been received and “it looks bad. If it stays like this it will be back on the agenda for a plan change.”
- J. Employee of the Quarter- Winners of the Employee of the Quarter were recognized at the ceremony this morning.

#### VII. Ad Hoc Committees

- A. By-Laws- No report was presented.
- B. Picnic- No report was presented

#### VIII. Old Business

- A. Scott Fendley updated the Senate on progress of the inquiry on security issues at the QualChoice website brought to our attention by Carla Gray last month. Scott reported the most critical issues have been addressed over the past month with Richard Ray. However a full system audit seems necessary.
  - i. Action: Talk to Richard Ray about forcing a full technical audit on QualChoice. Invite Richard Ray to next Senate meeting to report on progress.

#### IX. New Business

- A. Payroll- Executive Committee discussed the proposal of changing the pay schedule from monthly to bi-monthly due to the impact of direct deposit. Donnie Blagg suggested Senators check with their constituents to see if any interest in pursuing this proposal. Beth Arbuthnot reported four payrolls are

run monthly. Implementing a bi-monthly payroll would necessitate significant changes in deduction (insurance, taxes, FICA, etc.) structure. The cost factor in converting would need to be explored.

- B. Re-Admissions Rule- Vicky Hartwell brought to the Senate's attention a new \$30.00 fee charged each time a student is admitted to the UA. This has an impact on staff that may have breaks in enrollment due to work schedules and responsibilities. A compromise for a \$10.00 fee was suggested.

- i. Action: Get numbers on enrollment for staff.

- C. Sick Leave buyout- Bruce McNully reported that State Senate passed the sick leave buyout but issues regarding Classified vs. Non Classified are being raised.

X. Other Business

- A. Announcements—Beth Arbuthnot attended in Barbara Taylor's absence.
- B. Transit and Parking -- Gary Smith updated the Senate on the increase in permit fee proposal, parking deck progress, parking lot status, new parking decals and the future of the express bus route.

XI. Adjournment—a motion was presented, seconded and approved to adjourn the meeting at 11:44 a.m.

Respectfully Submitted by  
Sherrie F. Robins, Recording Secretary